		LaRS Test Readiness Review					
		Checklist					
	Workstream:						
	Deliverables	**Owner(s)**	**Reviewer**	**Due Date**	**Signoff**	**Signoff Date**	**Notes/Document References**
1)	Design Documentation						
A.	Design Documents Updated*	Todd Collins, Anand Iyer	Reginald K. Ewing	4/26/2002	x	4/26/2002	* = Designs completed to date.
B.	Requirements Matrix Updated	Todd Collins, Anand Iyer	Reginald K. Ewing	4/26/2002	x	4/26/2002	
C.	Process Flows Completed	Todd Collins, Anand Iyer	Reginald K. Ewing	4/26/2002			
2)	Issues						
A.	LaRS Issues Resolved & Updated in FSA Tracker	Todd Collins	Kasey Congdon				
3)	Unit Test Scripts						
A.	Scripts Defined (incl. Data & Expected Results)	Koshy T'velil, and other team members	Jennifer Alden	As agreed, Unit test scripts are documented in Tech Designs			
B.	Testers Assigned	Koshy T'velil, and other team members	Jennifer Alden				
C.	Data Requirements Identified	Koshy T'velil, and other team members	Jennifer Alden				
D.	Interface & Extension Execution Requirements Identified and Communicated to Tech Team	Koshy T'velil, and other team members	Jennifer Alden	5/17/2002	x	5/24/2002	
E.	Training Procedures & Navigations Linked to Tests	Koshy T'velil, and other team members	Jennifer Alden				
4)	System and Integration Test Scripts						
A.	Test Cycle(s) and Scenario(s) Identified	Jobe Jamerson, Mike Tran, Anand Iyer	Todd Collins	As agreed, Integration test scripts are still being developed			
B.	Test Flow(s) Developed						
C.	Testers Assigned	Jobe Jamerson, Mike Tran, Anand Iyer	Todd Collins				
D.	Data Requirements Identified	Jobe Jamerson, Mike Tran, Anand Iyer	Todd Collins				
5)	Stress Test Requirements						
A.	High-Frequency Process Identified	Jobe Jamerson, Mike Tran, Anand Iyer	Todd Collins	8/1/2002			
B.	Stress Test Scripts Created	Jobe Jamerson, Mike Tran, Anand Iyer	Todd Collins	8/1/2002			
6)	Configuration Guides						
A.	Configurations Completed	Anand Iyer	Todd Collins	5/31/2002			
B.	Module-specific Configurations Completed	Anand Iyer	Todd Collins	5/31/2002			
C.	DFF Configurations Completed	Anand Iyer	Todd Collins	5/31/2002			
7)	User Acceptance Tests						
A.	Interface UAT scripts completed	Jobe Jamerson, Mike Tran, Anand Iyer	Todd Collins	6/21/2002			
B.	Extension UATs scripts completed	Jobe Jamerson, Mike Tran, Anand Iyer	Todd Collins	6/21/2002			
C.	Reports/Queries completed						
8)	Baseline Instance						
A.	Baseline Updated for Instance						
9)	Responsibilities & Menus						
A.	Custom Responsibilities & Menus Identified and created	Koshy T'velil, and other team members	Jennifer Alden	5/31/2002			
B.	Participants Mapped to Responsibilities	Koshy T'velil, and other team members	Jennifer Alden	5/31/2002			
C.	Information Communicated to Tech Team	Koshy T'velil, and other team members	Jennifer Alden	5/31/2002			
10)	Pretesting						
A.	Unit Test Scripts Pretested	Development Team	Jennifer Alden				
B.	Responsibilities & Menus Pretested	Development Team	Jennifer Alden				
11)	Instance						
A.	Configurations Completed	Anand Iyer	Todd Collins	5/31/2002			
B.	Manual Data Entered	Anand Iyer	Todd Collins	5/31/2002			
12)	Training Documents						
A.	Procedures Completed	Stephanie Simpson	Kasey Congdon	TBD			
B.	Navigations Completed	Stephanie Simpson	Kasey Congdon	5/31/2002			
13)	Binders						
A.	Workstream Binders Created	Jobe Jamerson and Mike Tran,	Todd Collins	ongoing			
B.	Binders Reviewed	Jobe Jamerson and Mike Tran,	Todd Collins	ongoing			

Certification

Based on a review of the items listed above, we have determined that:

☐	The Workstream is ready to begin the Design Test.
☐	The Workstream can begin the Design Test with the following conditions:
☐	The Workstream is not ready to begin the Design Test due to the following reasons:

Signoffs

LaRS Testing Coordinator
Anand Iyer
LaRS Transition Manager
Stephanie Simpson
FSA FMS LaRS Project Lead
Todd Collins
LaRS Implementation Lead
Kasey Congdon
IV&V Reviewer
Phillip Norton